

Answering System 1710

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Installation

1. Install the batteries

Open the battery door on the bottom of the unit by pulling on the tabs. Insert the batteries, then close the door.

The batteries are used to save your messages in the event of a power failure.

2. Connect the line cord

Plug one end of the telephone line cord into the TEL LINE jack at the rear of the unit, and the other end into a modular wall jack.

3. Connect your telephone

(If you do not want to connect a telephone to the system, go to Step 4.)

Plug your telephone set cord into the TEL SET jack at the rear of the unit.

4. Connect the power cord

Plug the power transformer into an electrical outlet that is not controlled by a wall switch.

The Message Window counts down from 6 to 0, then the “0” flashes to indicate that you need to record an announcement.

At Home Operation

Recording Your Announcement

Before using your new answering system, you should record the announcement that callers will hear when the system answers a call. The system will not answer calls unless an announcement is recorded.

1. Prepare your announcement.

Example: “Hello. I can’t come to the phone right now. Please leave your name, telephone number, and a short message after the beep. I will return your call as soon as I can. Thank you.”

NOTE: Your announcement can be up to 90 seconds long.

2. Press and release CHANGE.

The Message Window displays “C”.

3. Press and release ANNC.

The system beeps to indicate that it is recording. Speak toward the microphone in a normal tone of voice, from about 9 inches away. While you are recording, a “-“ flashes in the Message Window.

4. Press STOP when you are finished.

The unit automatically plays back your announcement. If necessary, adjust the VOLUME control (on the right hand side of the unit).

After your announcement plays back, the number in the Message Window should be on steady. If it is flashing, follow steps 2-4 to re-record your announcement.

Reviewing Your Announcement

To review your announcement, press and release ANNC.

If necessary, adjust the VOLUME control (on the right side of the unit.)

Changing Your Announcement

To change your announcement, follow the steps under “Recording Your Announcement.” The old announcement is deleted when a new announcement is recorded.

Turning the System On/Off

After you have recorded your announcement, the Message Window should be on, indicating that the system is ready to answer calls. The Message Window shows the number of messages stored in memory (**0** if no messages have been received).

If the Message Window is not on, **press and release** ON/OFF to turn the system on.

If you do not want your system to answer calls, **press and release** ON/OFF so that the Message Window turns off.

Answering Calls

When the system answers a call, the caller hears the announcement you recorded, followed by a beep. After the beep, the system begins recording your caller’s message. While the system is taking a call, the Message Window displays “-“.

NOTE: To conserve memory, messages are limited to a maximum of 90 seconds each. If the caller is still speaking after 90 seconds, is silent for more than 7 seconds, or if the system’s memory runs out, the system beeps once and hangs up.

Screening Your Calls

To screen your calls, set the system to answer calls and adjust the VOLUME control so you can hear the announcement and a caller’s message on the system’s built-in speaker.

If you decide to take a call, lift the handset of any telephone on the same line. The system will stop recording and reset to answer calls.

NOTE: If the announcement does not stop right away, press and release the telephone switch hook or press STOP.

Ring Select (Toll Saver)

Use the RINGS switch on the back of the system to select the number of times the phone rings before the system answers,

- Set to 2 if you want the system to answer all calls on the second ring.
- Set to 4 if you want the system to answer all calls on the fourth ring.
- Set to TS (Toll Saver) if you want the system to answer calls on the second ring if you have new messages and on the fourth ring if you do not have new messages.

Use the Toll Saver setting when you will be calling from another location to check for messages. The system will answer after 2 rings only if you have received new messages since the last time you listened to messages. If no messages have been received, the phone will ring at least 3 times before the system answers. You can then hang up after the third ring to avoid paying for the call.

When Memory is Full

The system can record approximately 9.5 minutes of messages (including the time for your announcement) or a maximum of 50 messages. When memory is full or 50 messages have been recorded, an “F” flashes in the Message Window. To make room for more messages, listen to your messages and delete some or all of them.

When memory is full, the system will answer calls after 10 rings and present 2 beeps instead of your announcement.

Message Window

The Message Window is used to display the number of messages that have been recorded. The Message Window can count only up to 9. If more than 9 messages are recorded, the display alternates between a “9” and a “-“.

The table below summarizes the information provided in the Message Window.

Message Window	What It Means
Off	System is off
0 (steady)	System is turned on, but no messages have been received.
1-9 (steady)	Message Window shows current message count.
9 alternates with -	More than 9 messages recorded
F (flashing)	Memory is full, you must delete messages before new messages can be recorded.
0-9 (flashing)	No announcement is stored in memory.
- (flashing)	When recording an announcement, memo or message.
- (steady)	Playing your announcement.
Counts down from 6 to 0	Formatting digital memory, after pressing RESET or after AC power failure with no battery backup.

Message Volume Control

You can use the message VOLUME control, on the right side of the unit, to adjust the volume of the system's speaker. Slide the switch until you find a comfortable volume level.

The VOLUME control does not affect the level of the announcement heard by callers.

Listening to Your Messages

To play all messages:

- Press and release PLAY.

To play only new messages that have not been played before:

- Hold down PLAY for about 2 seconds until the system begins playing. (If no new messages have been received, you will hear 5 beeps.)

As the system plays each message, the Message Window shows the number of the message. If there are more than 9 messages, the Message Window displays only the second digit (e.g., 0 for message 10). After the last message has been played, the system beeps 5 times.

The following options are available during playback:

- **To repeat an entire message, press and release REPEAT.**
- **To back up to an earlier message, press and release REPEAT** until the number of that message is displayed.
- **To repeat part of a message (review), hold down REPEAT** for a few seconds, then release it to resume playing. (The system beeps while the button is held down.)
- **To skip to the next message, press and release FORWARD.**
- **To skip part of a message (cue), hold down FORWARD** for a few seconds, then release it to resume playing. (The system beeps while the button is held down.)
- **To pause during a message, press and release STOP.** To continue playing the message, press PLAY. If you do not continue playing messages within 30 seconds, the system automatically advances to the end of your last message and beep 5 times.

Saving Messages

The system saves your messages automatically if you do not delete them. After you play your messages, the system beeps 5 times and the Message Window shows the total number of messages stored in memory.

NOTE: The system can save about 9.5 minutes of messages (up to a total of 50 messages). When memory is full, you must delete some or all of the messages before any new messages can be recorded.

Deleting All Messages from Memory

To delete all messages, press and release PLAY and then press and release DELETE for each message as its number appears in the display.

NOTE: To maintain maximum message storage space, use this method if you want to delete all messages.

Deleting Selected Messages

To delete only a specific message, **press and release DELETE** while the message you want to delete is being played. The system erases the message corresponding to the number shown in the Message Window, beeps once, and continues with the next message.

To make sure you are deleting the right message, you can press REPEAT to repeat the message after listening to it, then press DELETE while this message is playing.

After the system reaches the end of the last message, any messages that were not deleted are renumbered, and the Message Window shows the total number of messages remaining in memory.

Recording a Memo

You can record a memo to be stored by the system as an incoming message. You can then play the memo at home or from a remote telephone, like any other message. The memo can be up to 90 seconds long.

1. **To record a memo, press and release MEMO.**

Speak toward the microphone. While you are recording, the Message Window shows “-“ (flashing).

2. **To stop recording, press and release STOP.**

The system stores the memo with your messages and updates the message count.

To listen to the memo, follow the instructions under “Listening to Your Messages.”

Away from Home Operation

Remote Access Code

You can use many features of the Answering System 1710 when you are away from home. To protect your privacy, most features can be used only after you enter a Remote Access code.

The Remote Access code is a 2-digit number printed on the bottom of the unit (on the battery door). This code can not be changed.

NOTE: To enter your Remote Access code and use other remote features, you must call from a touch tone telephone.

Playing Messages

1. **Dial your telephone number** from a touch-tone telephone.
2. When the system answers, **enter your Remote Access code.**

NOTE: To bypass the announcement, enter your Remote Access code as soon as the announcement begins. If the announcement does not stop, enter the code again.

When the Remote Access code is entered correctly, the system presents a 2-beep signal. After the 2-beep signal, you can:

- Wait 4 seconds and the system will automatically begin playing all of your messages.
- Press and release 7 to begin playing all of your messages.

- Press and release 6 to begin playing only new messages.

If there are messages, the system plays them and beeps 5 times after the last message. If there are no messages, or no new messages, the system simply beeps 5 times.

- **To repeat an entire message, press and release 2** while that message is playing.
- **To repeat part of a message, hold down 2.** To resume playing the message, release 2.
- **To skip an entire message, press and release 5** while that message is playing.
- **To skip part of a message, hold down 5.** To resume playing the message, release 5.
- **To interrupt message playback, press and release #.** To resume playing messages, **press and release 7.**
- **To delete only a selected message, press and release 3 while that message is playing.** To be sure you are deleting the right message, you can press 2 to repeat the message and then press 3 when you are sure that the system is playing the message you want to delete.

Saving Your Messages

To save messages you've just heard, simply hang up the telephone. Any new messages will be recorded after the saved messages.

Replaying Your Messages

After all messages have been played and you hear 5 beeps, **press and release 7 to replay the messages.**

Deleting All Messages

To delete all messages remotely, press and release 7 and then press and release 3 while each message is playing.

NOTE: To maintain maximum message storage space, use this method if you want to delete all messages.

Recording a Memo

After you listen to your messages, you can record a memo to yourself or other members of the household.

1. **Press and release *.**
2. **Begin speaking** after the beep.
3. **Press and release #** when you are finished.

This message will be counted as a new message.

Turning On the System

If you forget to turn the system on before leaving home, you can turn it on by calling from a touch tone telephone. (You do not have to enter your Remote Access code to use this feature.)

1. **Dial your telephone number** and wait for 10 rings. The system will answer and beep twice. (It will not play your announcement.)
2. **Press and release 0.** The system beeps twice to indicate that the system has been turned on. You can hang up and the system remains on, ready to answer calls and record messages.

NOTE: If you press 0 and hear 5 rapid beeps instead of the normal 2-beep signal, then either memory is full or no announcement is recorded.

Memory Full/No announcement

If the system answers after 10 rings and presents 2 beeps instead of your announcement, then the system may be off, or memory may be full, or your announcement may have been lost due to a power failure with insufficient battery power.

To set your system to answer calls and record messages:

1. Enter your Remote Access code after the 2-beep signal.
2. Listen to any messages that have been recorded and delete some or all of them.
3. Press and release 4 1 to review your announcement. If you don't hear your announcement, press and release 4 * to record a new announcement.

4. Press and release 0 to make sure your system is on before you hang up.

Changing Your Announcement

To change your announcement:

1. **Dial your telephone number.**
 2. **When the system answers, enter your Remote Access code during or after the announcement.**
 3. After you hear the 2 beeps, **press and release 4 ***. The system will beep and begin recording.
 4. **Speak into the telephone** in a normal tone of voice.
 5. When you are finished, **press and release #**. The system automatically plays your new announcement.
- To listen to your announcement again, press and release 4 1** after the 2 beeps.

Bypassing the Announcement

People who call frequently can press * (on touch tone phones only) when the announcement begins. The system skips the rest of the announcement, beeps, and begins recording.

Turning Off the System

Use the following procedure to turn off the system:

1. **Dial your telephone number.**
2. When the system answers, **enter your Remote Access code** during or after the announcement.
3. After the 2-beep signal **press and release 8 8**.

The system beeps twice. You can hang up and the system will not answer incoming calls until you turn it on again.